INTRODUCTION FOR VENDOR INFORMATION
WS AND WP CHEMISTRY STUDY SERIES
JANUARY 12, 2001

The following communication was provided by the Environmental Laboratory Accreditation Program (ELAP) in 2001 to vendors, who provide drinking water and wastewater performance evaluation study samples for the ELAP certification program. The communication provides updated information to the earlier communications, and consists of reporting requirements and coding for database use. This communication is being posted on the ELAP website as instructed by management.

DEPARTMENT OF HEALTH SERVICES
2151 BERKELEY WAY
BERKELEY, CA 94704-1011

January 12, 2001

VENDOR INFORMATION UPDATE 2
CALIFORNIA ELAP PERFORMANCE EVALUATION STUDY PROGRAM
WATER SUPPLY (WS) AND WATER POLLUTION (WP) STUDY SERIES
CHEMISTRY

Vendor information update 2 is in reference to the California State Environmental Laboratory Accreditation Program's (ELAP) certification program (i.e. non-NELAP) information package of December 22, 1999. The update includes changes, clarifications, and reminders to vendors of performance evaluation study samples.

REMINDER: At the completion of a study, hard copies of the laboratory evaluation reports, that were provided to the laboratories, must be sent to:

Fred Choske
California State Department of Health Services
Environmental Laboratory Accreditation Program
2151 Berkeley Way, Annex 2
Berkeley, CA 94704.

Faxed copies of the evaluation reports are not accepted

2 REMINDER: The evaluation reports must be similar to past USEPA reports, i.e. the analytes, etc. should be on the same sheet, rather than on individual sheets. Where laboratory reported results are not available for analytes, these analytes should not appear in the report. If an analyte or sample is invalidated for any reason, the evaluation report should contain the laboratory reported result, and the evaluation of "not evaluated" for the analyte(s) affected.

UPDATE: At the completion of a study, electronically transmitted evaluation report(s) in ASCII, comma delimited format as described in the U.S. Environmental Protection Agency Criteria Document of December 1998, on 3.5-inch diskettes must be mailed to Fred Choske with the hard copies of the evaluation reports. As described in the reminder above and in the enclosed revised document, the hard copies of the evaluation reports are those provided to the laboratories, and are different from the electronic version. (The fields for the electronic form of the evaluation report(s) must meet the requirements described in the U.S. Environmental Protection Agency Criteria Document of December 1998. The only identification of the participant laboratory in the electronic form of the evaluation report should be the EPA laboratory code which is the "participant identifier" in

the U.S. Environmental Protection Agency Criteria Document of December 1998.) In addition to the fields described in the U.S. Environmental Protection Agency Criteria Document of December 1998, fields designating the commencement and conclusion of the study are required: study commencement date field identifier "date1" with MM/DD/YYYY entry format; study conclusion date field identifier "date2" with MM/DD/YYYY entry format. (The study commencement would be the date the first shipment of study samples is mailed out to the labortories which would be the first day of the 45-day study period. The study conclusion would be the date of study closure which would be the 45th day of the study period.)

NOTE: As of January 03, 2001, electronic submittal of evaluation reports through E-mail will no longer be accepted.

4 UPDATE: As of January 03, 2001, for communications concerning transmission of electronic data, vendors should contact Fred Choske as the primary contact person for California ELAP. In Fred Choske's absence the backup contact person is Jane Jensen. Both contacts can be reached at (510) 540-2800.

5 UPDATE: At the completion of a study, print outs of the "Study Summary Results File", as described in the U.S. Environmental Protection Agency Criteria Document of December 1998, must be mailed to Fred Choske.

6 UPDATE: At the completion of a study, a hard copy of a list of codes ("analyte identifiers") corresponding to the description of the analytes is also required by California ELAP. If the vendor is using "method codes", a hard copy of a list of method codes corresponding to the method descriptions should also be included in the mailing to Fred Choske.

7 UPDATE: At the completion of a study, a hard copy of the homogeneity tests, the stability tests, and the verification tests of the assigned value for each analyte must be mailed to Fred Choske.

8. UPDATE: The analyte codes which appear in the U.S. Environmental Protection Agency Criteria Document of December 1998, historical U.S. Environmental Protection Agency performance evaluation studies, and the June 2000 publication of the NELAP PT analyte list should be applied to the California supplemental analytes. The analyte codes for those analytes that do not appear in the above cited documents and publications are enclosed.

9 UPDATE: Until method codes are assigned by NELAP, the laboratories should be instructed to enter only the method number for the method description to maintain some uniformity. (The method numbers are fairly unique.)

The enclosed information for the California ELAP certification program is for the vendor only.

Please contact Jane Jensen at (510) 540-2800, if you have any questions. Your cooperation is greatly appreciated.

Sincerely

Fred Seto, Ph.D.
Quality Assurance Section Chief

(Signed by JJ)

Jane Jensen
Environmental Laboratory Accreditation Program

Enclosure
ELAP WS/WP Study Requirements - Vendor Information (pages 2,3, and 4
Analyte Codes

5. The evaluation report, provided to a laboratory, must have the following minimum information

vendor's name, NIST accreditation number, location, telephone fax
type of sample and matrix
study date (commencement and conclusion)
study number
laboratory's (participant) complete name and address
if mobile, license number, vehicle identification number
laboratory EPA ID code
analyte name, analyte code
method of analyses, method code
reported results
acceptance range
true value (assigned value)
evaluation.

6 The evaluation reports must be similar to past USEPA reports, i.e. the analytes, etc. should be on the same sheet, rather than on individual sheets. Where laboratory reported results are not available for analytes, these analytes should not appear in the report. If an analyte or sample is invalidated for any reason, the evaluation report should contain the laboratory reported result, and the evaluation of "not evaluated" for the analyte(s) affected.

At the completion of a study, hard copies of the laboratory evaluation reports, that were provided to the laboratories, must be sent to:

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the U.S. Environmental Protection Agency Criteria Document of December 1998. The only identification of the participant laboratory in the electronic form of the evaluation report must be the EPA laboratory code which is the "participant identifier" in the U.S. Environmental Protection Agency Criteria Document of December 1998.) In addition to the fields described in the U.S. Environmental Protection Agency Criteria Document of December 1998, fields designating the commencement and conclusion of the study are required: study commencement date field identifier "date1" with MM/DD/YYYY entry format; study conclusion date field identifier "date2" with MM/DD/YYYY entry format. (The study commencement would be the date the first shipment of study samples is mailed out to the labortories which would be the first day of the 45-day study period. The study conclusion would be the date of study closure which would be the 45th day of the study period.)

NOTE: As of January 03, 2001, electronic submittal of evaluation reports through E-mail will no longer be accepted.

9. As of January 03, 2001, for all communications concerning transmission of electronic data, vendors should contact Fred Choske as the primary contact person for California ELAP. In Fred Choske's absence the backup contact person is Jane Jensen. Both contacts can be reached at (510) 540-2800.

10. At the completion of a study, print outs of the "Study Summary Results File", as described in the U.S. Environmental Protection Agency Criteria Document of December 1998, must be mailed to Fred Choske.

11. At the completion of a study, a hard copy of a list of codes ("analyte identifiers") corresponding to the description of the analytes is also required by California ELAP. If the vendor is using "method codes", a hard copy of a list of method codes corresponding to the method descriptions should also be included in the mailing to Fred Choske.

12. At the completion of a study, hard copies of the homogeneity tests, the stability tests, and the verification tests of the assigned value for each analyte must be mailed to Fred Choske.

13. The analyte codes which appear in the USEPA Criteria document of 1998, the USEPA historical performance evaluation studies, and the June 2000 publication of the NELAC PT analyte list should be applied to the California supplemental analytes. The analyte codes for those analytes that do not appear in the above cited documents and publications are provided in the attachment, titled "Analyte Codes".

14 Until method codes are assigned by NELAP, the laboratories should be instructed to enter only the method number for the method description to maintain some uniformity. (The method numbers are fairly unique.)

15. ELAP expects to receive copies of evaluation reports (hard copy and electronic) for all performance evaluation studies in which the laboratory participated. If a laboratory wishes to participate in a study for quality control purposes and requests that ELAP not receive a copy of the report, such a request must be made prior to participation in the study. To avoid confusion, such laboratories have been recommended to order blind quality control samples which are not part of on-going performance evaluation studies.

16. Lists of approved methods for certification by ELAP are available on the Web, www.dhs.ca.gov/ps/ls/elap/elapindex.htm. They appear at the end of each laboratory information form, which lists the subgroups available for certification within each field-of-testing. (The fields-of-testing for drinking water are 2, 3, 4, and 5. The fields-of-testing for wastewater are 16, 17, 18, and 19.) Approved methods are also available in the Code of Federal Regulations, volume 40, parts 136 and 141.

17. With the termination of the classic USEPA WS/WP studies in 1998, uniformity in the administration of the performance evaluation studies ceased. However, through the use of the USEPA criteria document variables in the evaluation of participant results could be minimized. In order to ensure that the analytes which appear in the USEPA criteria document are scored uniformly throughout the country, all vendors must use the USEPA established acceptance limit criteria for these analytes. Deviation from such acceptance limit criteria are not acceptable to ELAP.

18 Contact for specifications and genera questions from PT providers should be directed to:

Fred Choske at (510) 540-2800 or FAX (510) 540-3141.

ANALYTE CODES

Analyte codes, that do not appear in this document, appear in the U.S. Environmental Protection Agency Criteria Document of December 1998, historical U.S. Environmental Protection Agency performance evaluation studies, and the June 2000 publication of the NELAC PT list of analytes.

Drinking Water (SWDA):

code	analyte
	INORGANIC COMPOUNDS & PHYSICAL PROPERTIES
508	chlorine (combined & total)
022	chlorine (total)
028	corrosivity (Langlier's index)
500	MBAS
509	perchlorate
501	silica
510	UV_{254}
	CARBAMATES
522	carbaryl
523	3-hydroxycarbofuran
524	diuron
	HERBICIDE
521	bentazon
	PCB
502	aroclor 1016/1242
503	aroclor 1232
504	aroclor 1248
505	aroclor 1254
506	aroclor 1260
	PESTICIDE
515	chlorothalonil
516	diazinon
517	dimethioate
518	molinate (ordam)
507	paraquat
519	prometryn
520	thiobencarb
	VOLATILE ORGANIC COMPOUND
511	ethyl-t-butylether (ETBE)
512	t-amylmethylether (TAME)
513	di-isopropylether (DIPE)
514	MTBE
676	trichlorotrifluoroethane (Freon 113
678	trichlorofluoromethane (Freon 11)
078	1-phenylpropane

WasteWater (CWA)

code	analyte
	INORGANIC COMPOUNDS & PHYSICAL PROPERTIES
536	acidity
537	boron (colorimetric method)
624	boron (non-colorimetric method)
627	bromide
628	nitrite
677	oil & grease (by IR)
538	settleable residue (settleable solids)
539	volatile residue
501	silica
540	sulfide (includes total & soluble)
500	surfactants (MBAS)
541	tannin & lignin
621	turbidity
542	total recoverable PHCs by IR
543	total organic halides (TOX)
	METALS
525	gold
526	iridium
527	osmium
535	palladium
528	platinum
529	rhodium
530	ruthenium
	CARBAMATE
544	carbofuran
524	diuron
629	methomyl
630	oxamyl (vydate)
545	propham
	MISCELLANEOUS ORGANIC COMPOUNDS
532	acrolein
533	acrylonitrile
534	benzidine
626	butylbenzylphthalate
625	dioxin (2,3,7,8-TCDD)

Hazardous Waste (RCRA

code	analyte
	INORGANIC COMPOUNDS & PHYSICAL PROPERTIES
010	fluoride
540	sulfide
675	corrosivity - pH
673	ignitability - flashpoint
674	reactivity
	CARBAMATE
098	aldicarb (temik)
099	aldicarb sulfone
100	aldicarb sulfoxide
655	carbaryl (sevin)
544	carbofuran (furadan)
656	dioxacarb
524	diuron
657	3-hydroxycarbofuran
658	methiocarb (mesurol)
629	methomyl (lannate)
659	promecarb
660	propoxur (baygon)
	CHLORINATED HYDROCARBONS
609	benzal chloride
610	benzotrichloride
605	hexachlorocyclohexane
606	hexachloroethane
611	pentachlorobenzene
607	pentachlorohexane
612	1,2,3,4-tetrachlorobenzene
613	1,2,4,5-tetrachlorobenzene
614	1,2,3,5-tetrachlorobenzene
077	1,2,3-trichlorobenzene
615	1,3,5-trichlorobenzene
	DIOXIN/DIBENZOFURAN
636	TCDD
637	PeCDD
638	HxCDDs
639	HpCDD
640	OCDD
641	TCDF
642	PeCDFs
643	HxCDFs
644	HpCDFs
645	OCDF

Hazardous Waste (RCRA)

code	analyte
	EXPLOSIVE
661	HMX (octahydro-1,3,5,7-tetranitro-1,3,5,7-tetrazocine
662	RDX (hexahydro-1,3,5-trinitro-1,3,5-triazine)
663	1,3,5-TNB (1,3,5-trinitrobenzene)
664	1,3-DNB (1,3-dinitrobenzene)
665	tetryl (metyl-2,4,6-trinitrophenylnitramine)
666	2,4,6-TNT (2,4,6-trinitrotoluene)
667	4-Am-DNT (4-amino-2,6-dinitrotoluene)
668	2-Am-DNT (4-amino-4,6-dinitrotoluene)
669	2-NT (2-nitrotoluene)
670	3-NT (3-nitrotoluene)
671	4-NT (4-nitrotoluene)
672	tetrazene
	HALOETHER
631	bis(2-chloroethyl)ether
587	2-chlorophenyl-4-nitrophenylether
588	3-chlorophenyl-4-nitrophenylether
589	4-chlorophenyl-4-nitrophenylether
590	2,4-dibromophenyl-4-nitrophenylether
591	2,4-dichlorophenyl-3-methyl-4-nitrophenylether
592	2,6-dichlorophenyl-4-nitrophenylether
593	3,5-dichlorophenyl-4-nitrophenylether
594	2,5-dichlorophenyl-4-nitrophenylether
595	2,4-dichlorophenyl-4-nitrophenylether
596	2,3-dichlorophenyl-4-nitrophenylether
597	3,4-dichlorophenyl-4-nitrophenylether
598	4-nitrophenylphenylether
599	2,4,6-trichlorophenyl-4-nitrophenylether
600	2,3,6-trichlorophenyl-4-nitrophenylether
601	2,3,5-trichlorophenyl-4-nitrophenylether
602	2,4,5-trichlorophenyl-4-nitrophenylether
603	3,4,5-trichlorophenyl-4-nitrophenylether
604	2,3,4-trichlorophenyl-4-nitrophenylether
	HERBICIDES
622	2,4-DB
115	dalapon
116	dinoseb
623	MCPP

Hazardous Waste (RCRA)

code	analyte
	NITROAROMATIC/CYCLIC KETONE
578	1-chloro-2,4-dinitrobenzene
579	1-chloro-4-nitrobenzene
580	4-chloro-3-nitrotoluene
581	3,5-dichloronitrobenzene
582	dinitramine
041	1,4-dinitrobenzene
583	1,2-naphthoquinone
584	2-nitrotoluene
577	pentachloronitrobenzene
585	2,3,4,5-tetrachloronitrobenzene
586	2,4,6-trichloronitrobenzene
244	trifluralin
	PESTICIDE
575	alpha-chlordane
576	gamma-chlordane
516	diazinon
615	dichlorvos (DDVP)
617	melathion
618	phorate
619	ronnel
620	stirophos (tetrachlorovinphos)
	PHENOL
563	3-methylphenol (m-cresol)
564	4-methylphenol (p-cresol)
565	2,3,4,5-tetrachlorophenol
566	2,3,4,6-tetrachlorophenol
567	2,3,5,6-tetrachlorophenol
	PHTHALATE
568	bis(2-methoxyethyl)phthalate
569	diamylphthalate
570	dicyclohexylphthalate
571	dinonylphthalate
572	hexyl-2-ethylhexylphthalate
	SEMI-VOLATILE COMPOUND
559	2-amino-1-methylbenzene (o-toluidine
634	aniline
635	maleic anhydride
	TPH
546	gasoline
547	diesel

Hazardous Waste (RCRA)

code	analyte
	VOLATILE ORGANIC COMPOUND
067	bromobenzene
068	chloromethane
632	chloroacetaldehyde
088	dichlorodifluoromethane
084	isopropylbenzene
560	methyl-t-butylether
061	1,1,2-trichloroethane
036	1,1,1-trichloroethane
061	1,1,2-trichloroethane
087	trichlorofluoromethane
064	1,2,3-trichloropropane
032	vinylchloride
045	1,2-dibromo-3-chloropropane (DBCP)
046	ethylene dibromide (EDB)
549	allyl alcohol
550	t-butyl alcohol
551	1,4-dioxane
552	ethylene glycol
553	methanol
554	methylisobutylketone (MIBK)
555	N-nitroso-di-n-butylamine
556	paraldehyde
557	2-pentanone
558	pyridine
559	o-toluidine
	MISCELLANEOUS ORGANIC COMPOUNDS
562	acrylamide
561	acrylonitrile
227	N-nitrosodimethylamine
229	N-nitrosodiphenylamine
548	petroleum hydrocarbons
646	acetaldehyde
647	acetone
648	benzaldehyde
649	cyclohexanone
650	formaldehyde
651	octanal
652	m-tolualdehyde
653	o-tolualdehyde
654	p-tolualdehyde